

25 January 1955

MEMORANDUM FOR THE RECORD

SUBJECT: The General Mark Clark Task Force

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1. The morning briefing commenced with the Regulations Control Staff, Management Staff. Colonel Miller indicated almost complete satisfaction with the Agency regulatory system and our progress in developing an adequate set of Regulations. Both he and Mr. McGruder, however, were critical of the fact that no positive control was being exercised over subsidiary intra-office issuances of Agency components. Both cited from personal experience that the absence of either a positive control or an inspection of subsidiary publications leads to policy deviations and unnecessary duplication.

2. Next on the agenda was the Records Management Staff. [ ] and [ ] presented a statistical picture of the growth of CIA's record filing, reference, and storage problem, together with statistics evidencing CIA's greatly accelerated progress in record retirement. Although Colonel Miller and Mr. McGruder approved the progress made in record retirement, they emphasized that records creation was even more important than records retirement and criticized the fact that there are only two employees working in this area. [ ] admitted that we had barely scratched the surface, and stated that a program to hold down unnecessary record creation and handling was one requiring the education of all supervisors and their complete cooperation. Colonel Miller, however, went further and expressed the belief that there must be continuous inspection and review of all recurring reports, their distribution and handling. The specific questions asked were as follows:

a. How much impetus is Mr. Dulles personally giving to the problem of reports control?

b. The indexing, logging and preparation of reports in CIA is a gigantic and costly operation. How can you control this with merely two men?

3. At noon time Colonel Miller directly and apparently sincerely told me that he thought the Deputy Director (Administration) had a fine organization staffed with excellent people - that good progress had been made, although much remained to be done.

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4. In the afternoon a windup discussion took place in the office of the Deputy Director (Administration). Among the interesting expressions of opinion made by Colonel Miller were the following:

a. That, next to the Department of Defense, CIA was the Nation's most important contributor to the national defense. (In view of his often expressed distaste for our cold war activities and scepticism concerning our FI activities, he apparently refers to our general intelligence activities only.)

b. That the position of the DCI ought to be greatly elevated in national stature, in order to assure greater and continuing acceptance from other departments of Government, regardless of personalities and personal relationships.



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Special Assistant to the  
Deputy Director (Administration)

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